

8-5-1997

Meeting Minutes

WKU Council of Academic Deans

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MINUTES
Council of Academic Deans
August 5, 1997
9:30 a.m.

Members Present: Barbara Burch, Michael Binder, Mike Dale, Elmer Gray, Martin Houston, Luther Hughes, Dan Myers (representing Robert Jefferson), Carl Martray, Phillip Myers and Richard Troutman (representing David Lee)

1. **Minutes of the July 29, 1997, Meeting were distributed.**

2. **Information/Clarification Items:**

A. CAD/Dean Retreat Agenda

The Dean's Retreat agenda was distributed.

B. On-Campus Schedule for Presidential Finalists

Monday, August 25	Dr. James Ramsey
Tuesday, August 26	Dr. Gary Ransdell
Wednesday, August 27	Dr. Edward Hammond
Wednesday, September 3	Dr. Eugene Payne

Each candidate will be on campus for the day and faculty/staff are encouraged to provide feedback to the Committee.

C. New Criteria for NSF Proposals (P. Myers)

The new criteria for NSF proposals was distributed.

D. Computers for Optional Retirement Faculty

The deans are to e-mail Mr. Dale listing of optional retirement faculty that will be forwarded to Dr. Anderson so continued computer support will be available for faculty who are on optional retirement. Dr. Anderson also needs the power user list. This information should be sent to Mr. Dale and Dr. Anderson before Thursday, August 7.

There have been discussions of developing a System of Distributed Support. This would allow a person within each division to be trained by the technology area and would be shared by technology and individual divisions to offer assistance in their particular division. *This will be discussed at the Dean's Retreat.*

E. Two Minute Reports from CAD Members (optional)

Graduate Studies

Excellent experience this summer when visiting area community college. Western is held in great esteem with area community colleges and need to continue to cultivate them.

Academic Affairs

A revised "draft" regarding faculty workload will be ready for discussion at the Dean's Retreat.

Mr. Dale and Dr. Metze are working a brief survey to help simplify the reporting of departmental progress for moving to new levels to the Board of Regents. There is a great need to be able to retrieve tangible data quickly and accurately.

Plans are being developed to transfer allocations to each college for advertising costs. The individual colleges will become responsible for disbursement of funds to individual departments for advertising costs.

The first installment of lapse salary monies will be disbursement by the middle of September.

Enrollment Management

The calling campaign was a great success for contacting the 799 who did not confirm their registration. The enrollment management staff contacted all but 65 of the 799 students. 199 of those students thought they were registered. Those students' registration have been reinstated.

With new technology such as Topline, the Registrar's Office is experiencing the need of less staffing and will not be filling a vacancy.

Community College

Enrollment is up 12% to date. The construction site on Nashville Road is progressing and tentative date for opening is January, 1998. Reorganization has taken place and division chairs have been hired. Plans are being developed to establish an academic council for the Community College.

Ogden College

A meeting with several department heads and the Kentucky Rural Water Association was held to discuss the four million Water Center at Western Kentucky University that was proposed by Mitch McConnell. The Center will not be restricted only to Ogden College.

College of Education

The Bell South Grant is going operational. Dr. Jim Becker will attend a networking meeting in Atlanta on August 14. Plans for a major kick-off are being made for sometime in September.

Educational Leadership is working with Jefferson County in developing an institute for minority administrators. Chris Wagner has had a very positive response from the alliance for female administrators.

Sponsored Programs

Spoke with the Department of the Army in regard to implementing \$409,000 grant for Dr. George Vourvopoulos in the Department of Physics and Astronomy.

University Libraries

A positive experience during the hiring process of Dr. Haiwang Yuan, Coordinator of the Educational Resource Center. Pleased with how quickly all forms were processed through all the necessary offices.

College of Business

The 200th MBA application has been processed.

3. Discussion Items:

A. Intellectual Property Committee

It was agreed to rename the Patent Committee to the Intellectual Property Committee.

B. Scholarship Productivity

Bob Lucas will be at the Center for Teaching and Learning Friday, October 3 for a workshop. This workshop will be a faculty development initiative rather than a grant writing workshop. Information will be sent out in the near future. There will be space for only 24 participants. Participants must be there for the full six hours.

C. Faculty Research Fellowships—Proposed Options in Faculty Fellowships (Dr. Gray)

Deans are to give feedback to Dr. Gray so a final proposal can be presented to the Council by September 1.

D. SREB Electronic Common Market

Western Kentucky University will be nominating three courses for the SREB Electronic Common Market.

E. Campus Parking

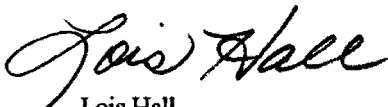
There was discussion of not renewing the towing service contract for continuous towing. The Interim President has asked the Parking Committee to review all current parking policies and give her a recommendation in 90 days of possible solutions to several concerns.

4. What's New? What's Happening?

- Reception will be held today at the Glasgow Campus from 4:30 p.m.—6:00 p.m.
- Services offered from Aramark have been upgraded. The Vice President will get copies of the menus out to the Council.

Meeting adjourned.

Respectfully submitted.


Lois Hall